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Library Trustees Minutes 12-11-2007

Robbins Library Board of Trustees
December 11, 2007

Call to Order

The meeting was called to order at 7:15 PM. Attending were trustees Katharine Fennelly, Kathryn Gandek-Tighe, Barbara Muldoon, Frank Murphy and Patricia Deal. David Castiglioni and Joyce Radochia were absent. Also attending were Library Director Maryellen Loud.

Approval of Minutes

The minutes of the November 13 meeting were approved on a motion by Ms. Muldoon; seconded by Mr. Murphy.

Communications

A letter of thanks was read from Nancy Gentile.

Director's Report

Mr. Murphy asked questions about the ongoing lighting issues. Ms. Loud reported on her meeting with the lighting consultant. Recommendations are under review with the town.

FY2009 Budget Submission

Ms. Loud reported on the status of the budget. She met with the Deputy Town Manager to discuss the budget. It awaits review by the Town Manager.

Calendar/Grant Request

A request to sell a calendar with an associated grant request was discussed, as well as an additional sale currently being made of a photo taken inside the library. Ms. Muldoon made a motion that the Board does not give permissions to the individuals to sell interior photographs of the building for commercial purposes. The motion passed unanimously.

Summit Ideas Regarding the Library

Ms. Loud updated on all the suggestions made during the Summit.

- Rental income at the Fox - Ms. Loud will coordinate with Selectmen Hurd to continue meeting with the Fox Revenue Study Committee; Vending machines at the Fox – pending; Increased rental fees for meeting room - discussed but not finalized
- Moving Fox to Gibbs and selling Fox- Ms. Loud is studying
- Allow businesses to use Community Room at Robbins for a fee- Ms. Loud will survey other libraries
- Increase fundraising - being considered

- Regionalized software packages - Ms. Diminture will handle
- Combining school and community libraries - Ms. Loud is writing up her findings
- Increase advertising for rental of town special places (Reading Room)- Ms. Loud is working on.

Fundraising Discussion

Ms. Gandek-Tighe asked for background about prior fundraising activities conducted by the trustees. Additional ideas were discussed such as a special event, sales of an item such as a beach towel or note cards or a wine tasting. Ms. Gandek-Tighe discussed several possibilities including coordinating more closely with the Friends and increasing a list of businesses to be solicited.

Furniture and Shelving Project

The designer has been chosen and a design is underway for the new Circulation Desk that is the gift of a donor.

Children's Room

The possibility of painting a wall blue to liven it up was discussed.

Submission of Warrant Article

The current arrangement with the vendor for the public and staff copy machines and public vend printing is no longer viable. Capital funding has been requested to lease these machines. If approved, a warrant article at Town Meeting will be needed to establish a revolving fund to accept the proceeds of fees charged for the use of the public printers and copy machines and to purchase supplies from this account.

Spengler Lecture Series

The phenomenal work of Ms. Radochia and others was praised. Ms. Fennelly brought up the possibility of a warrant article being put before Town Meeting to establish the lecture as a town function. She will move forward with this.

Spring Author Program

Ms. Muldoon proposed a hiatus for the spring in view of the cost of the Shaheen lecture. This and other possibilities are under consideration.

Friends Update

The use of the official logo of the Library by the Friends was discussed. The suggestion was made to modify with a point of differentiation.

Other Business

Ms. Muldoon is now chair of the Trust Fund Study Committee for the town. The possibility of the Dallin Committee approaching the library to buy prints that could be exhibited was mentioned.

Adjournment

The meeting was adjourned at 9:35 PM. The next meeting will be held on January 15th at 7:15 PM.

Respectfully submitted,

Kathryn Gandek-Tighe